

4 December 1953

MEMORANDUM FOR: Deputy Director (Intelligence)

**SUBJECT: Control of Dissemination and Use of
Intelligence and Intelligence Information**

PROBLEM:

1. To clarify and standardize among the IAC agencies the various controls on dissemination and use of intelligence and intelligence information other than internal agency controls and special controls on special and atomic intelligence, information subject to copyright, libel, slander and communication laws or unclassified material published for non-governmental use; and to recommend an appropriate means to accomplish this objective.

DISCUSSION:

2. At present throughout the IAC community there are various control devices used in restricting the dissemination and use of intelligence and intelligence information. Existing control devices include such stamps as "U. S. OFFICIALS ONLY" (used by State and CIA); "SPECIAL HANDLING REQUIRED--NOT RELEASABLE TO FOREIGN NATIONALS" (used by the Army, Navy, and Air Force); "LIMITED DISTRIBUTION" (used by CIA); "FOR INFORMATION ONLY" (as used by several agencies in the field); "FOR INFORMATION ONLY" (as used by the State Department in Washington);

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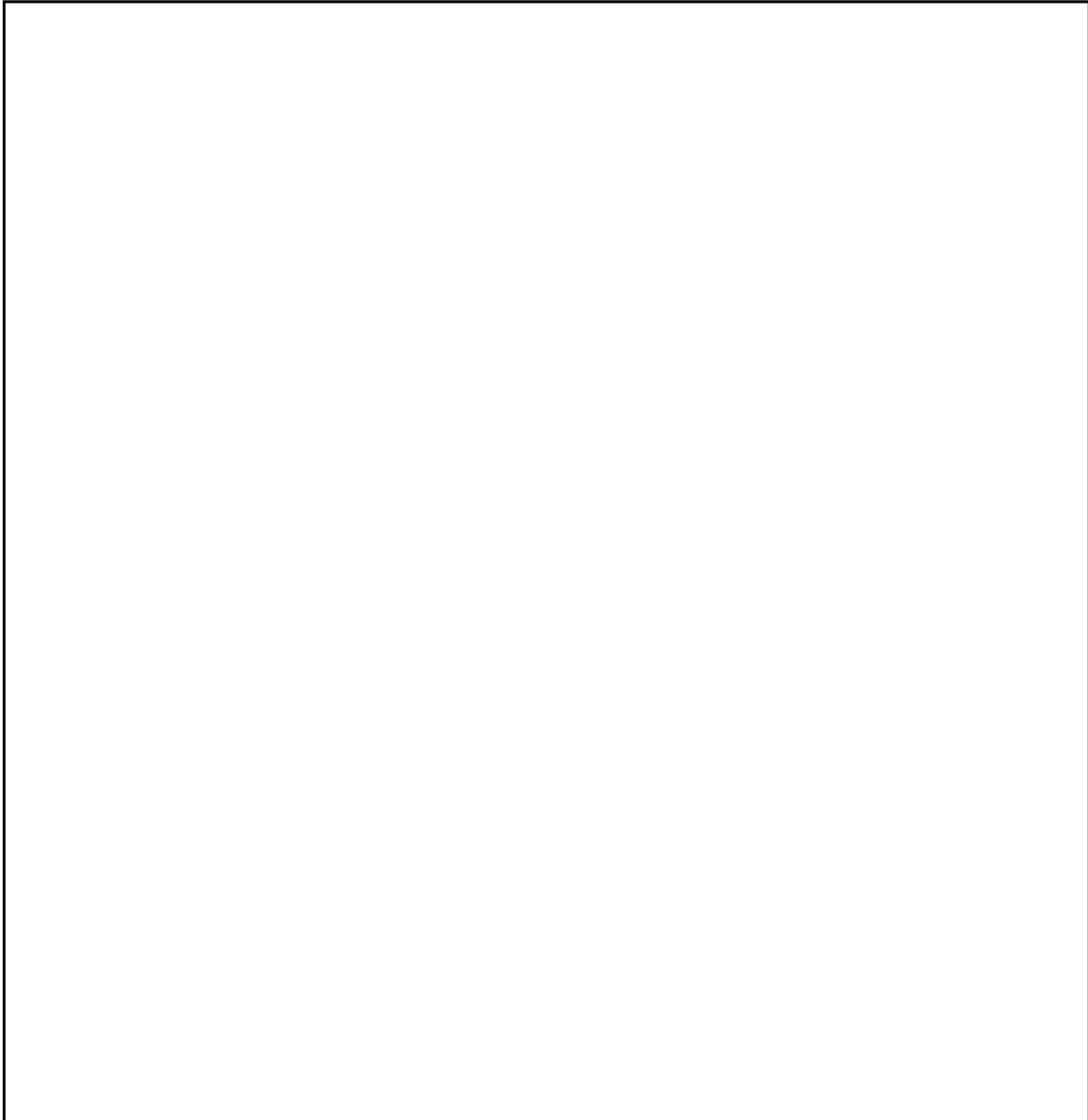
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one for critical security reasons and the other for operational or



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3. The above description of the present system does not pretend to be an exhaustive explanation of existing practices but rather outlines the number of stamps and other mechanisms in

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existence to achieve control over the dissemination and use of intelligence and intelligence information. Several questions have come to the attention of this Office with respect to existing controls. Some of these questions are as follows:

a. Are the two stamps, one utilized by the three services and the other by State and CIA (SPECIAL HANDLING REQUIRED--NOT RELEASABLE TO FOREIGN NATIONALS and U.S. OFFICIALS ONLY), designed to accomplish the same purpose?

b. Are part-time employees, external research personnel, consultants, aliens employed by the U.S. Government or foreign officers integrated into G-2 considered U.S. officials for the purpose of dissemination, under "U.S. OFFICIALS ONLY" or "SPECIAL HANDLING REQUIRED--NOT RELEASABLE TO FOREIGN NATIONALS?"

c. Is it necessary and desirable to have two "FOR INFORMATION ONLY" stamps, one for use in the field and one for use in Washington, using the same words but designed for entirely different purposes?

d. How is controlled information cited in finished intelligence?

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f. Which information series require the deletion of source references and which do not when used in finished intelligence?

g. When controlled information is used in a finished intelligence product to what extent must that product be similarly controlled?

h. How does an analyst recognize information, the very substance of which should not be placed in finished intelligence products?



4. After examining present practices and taking advantage of our own experience and that of the collectors, producers, and disseminators, we have come up with a proposed DCID to standardize control practices in the community (Tab A). Early in the year we discussed this question very informally with the State Department and the services and were impressed that we would receive their full cooperation in this effort. For example: The State Department then and recently advises us that it would be most desirable, from their point of view, to have specific guidance in the use of our material. Likewise, G-2, three or

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four times this year, has stated the same desire to us. All the collecting and producing offices have concurred in the proposed DCID on control stamps. This area of agreement was achieved only after lengthy and detailed examinations of the need for and the effects of controls. During this process understandings have been reached on various points affecting certain of the offices.



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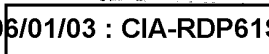
5. It is my opinion, after considering present practices and the problems which have arisen thereunder, following informal discussions with other agencies and, most importantly, in view of the unanimity of opinion finally achieved among all the collecting and producing offices, that the attached draft DCID is a desirable solution.

RECOMMENDATION:

6. That you advise the undersigned to negotiate the proposed DCID with the other IAC agencies at the staff level prior to formal submission to the DCI for approval and the IAC for concurrence.

JAMES O. REBER
Assistant Director
Intelligence Coordination

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Assistant Director, Operations

Assistant Director, Current Intelligence

Assistant Director, Research and Reports

Assistant Director, Scientific Intelligence

Assistant Director, National Estimates

Assistant Director, Collection and Dissemination

Chief, FI/RQM

Director of Security

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DIRECTOR OF CENTRAL INTELLIGENCE DIRECTIVE NO. 11/2

**CONTROL OF DISSEMINATION AND USE OF
INTELLIGENCE AND INTELLIGENCE INFORMATION**

Pursuant to the provisions of NSCID No. 11 and paragraphs 7, 9, 10, and 11 of NSCID No. 1, and for the purpose of preventing unauthorized disclosure of intelligence and intelligence information, the following procedures are established to control the dissemination and use of intelligence and intelligence information (hereinafter called information):

1. No dissemination or use will be made by an agency of intelligence or information marked "SPECIAL HANDLING" obtained from another agency without permission of the originating agency except as provided in NSCID No. 1, paragraph 7, and this directive. In controlling dissemination and use of intelligence and information, the policy of "need-to-know" set forth in NSCID No. 11, paragraph 3, will be closely followed.

2. The standardization of the stamps set forth in this directive does not preclude a department or agency from adding those internal controls it considers essential to meet extraordinary internal requirements nor does it affect the special controls over special and atomic intelligence; information subject to copyright, libel, slander and communication laws; or unclassified material published for non-governmental use.

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3. Whenever it is deemed necessary to provide for control of intelligence or information other than the control provided by defense classification and by paragraph 1 above, the warning "SPECIAL HANDLING" and the appropriate control stamp or stamps will be placed upon a document, except that when "OFFICIAL USE ONLY" is used on unclassified information it need not be preceded by the warning "SPECIAL HANDLING." These stamps may be followed by the definitions below, or used along. Stamps will be in full capitals.

4. a. "NOT RELEASABLE TO FOREIGN NATIONALS."

Dissemination limited to U.S. officials. No dissemination of this material will be made to foreign nationals, including U.S. government employed, utilized or integrated foreign nationals, without permission of the originating agency. This stamp may be abbreviated to "NORFORN." This stamp may be modified,

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b. "NO DISSEM ABROAD." Dissemination limited to the continental United States exclusive of territories and possessions without permission of the originating agency.

c. "SECURITY AGENCIES ONLY." Dissemination limited to all components of Defense, State, AEC, FBI and CIA unless permission of the originating agency is obtained.

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d. "INTELL COMPONENTS ONLY." Dissemination limited to intelligence components of Defense (including those offices producing NIS elements), State, CIA, AEC and FBI unless permission of the originating agency is obtained.

e. "LIMITED." Dissemination limited to full-time employees of intelligence components of Defense (including those offices producing NIS elements), State, CIA, AEC, and FBI. Not to be disseminated to consultants, reserve personnel on short-term active duty or external projects unless the written permission of the originating agency is obtained."

f. "OFFICIAL USE ONLY" This information may be used for official purposes by U. S. departments and agencies. It may be used for official purposes by foreign governments which have been authorized to receive it by the originating agency. This information may be disclosed to non-governmental persons and organizations only with permission of the originating agency.

g. "CONTINUED CONTROL." Information may be used in only that finished intelligence which bears the same controls as the information itself.

h. "BACKGROUND USE ONLY." Information bearing this stamp will not be included in any intelligence publication without permission of the originating agency.

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5. If an item of information bears neither the stamp **"BACKGROUND USE ONLY"** nor **"CONTINUED CONTROL,"** it may be used in finished intelligence including digests and summaries without regard to any control stamps appearing on it, provided that:

a. Information in the

series, and those items in the series which contain control stamps is so used as to conceal the source and method of collection, and that citation, if made, refers only to the agency or major component thereof (e. g.

b. Information in Foreign Service communications and Defense Attache reports is used in paraphrase and not quoted directly.

6. All controlled information, except that which bears the stamp **"BACKGROUND USE ONLY,"** may be quoted, extracted or summarized in such publications as digests and summaries without protecting intelligence sources and methods as required by paragraph 5 provided the dissemination of such digests and summaries conforms to the controls on the information and the controls are reprinted with the information. Agencies originating information may notify the offices which produce such digests and summaries of special requirements with respect to referencing the information. Permission

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to include information in such digests or summaries to receive a broader distribution than allowed by controls on the information will be requested of the originating agency.

7. Single papers containing intelligence or information, such as letters or memoranda, of a non-recurring nature will be controlled as determined by the originating agency.

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